



**JONATHAN E. FIELDING, M.D., M.P.H.**  
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October 7, 2013

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.  
Director and Health Officer

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE  
AN AMENDMENT TO COUNTY CONTRACT NUMBER PH-002457 WITH  
COMMUNITY PARTNERS FOR PUBLIC HEALTH EMERGENCY  
PREPAREDNESS AND RESPONSE**

This is to notify you that I am exercising the delegated authority approved by your Board on June 6, 2012, to amend existing service agreements related to public health emergency preparedness and response, through June 30, 2017, with contract maximum obligations not to exceed \$500,000 per service agreement, per grant term, 100 percent funded by the Urban Area Security Initiative (UASI) Grant, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office.

Under this authority, I will execute Amendment Number 3 to County Contract PH-002457 with Community Partners (CP), the fiscal sponsor of the Emergency Network of Los Angeles (ENLA), effective upon date of execution through June 30, 2014, to increase the annual funding by \$48,934, increasing the annual obligation for the grant term from \$432,000 to \$480,934, and the total maximum obligation from \$854,100 to \$903,034. This increase in funding is 100 percent offset by the 2011 UASI Grant.

Under this Amendment, CP will provide financial and administrative support to ENLA. ENLA will conduct meetings with community based organizations (CBOs) to develop a work plan for a registry that will provide a list of resources that CBOs have to offer during an emergency to assist vulnerable populations (i.e., the disabled, children, and economically disadvantaged). ENLA will provide project management, identify and recruit CBOs, lead meetings with the CBOs, and draft a report incorporating community perspectives on the development of the resource registry. This project will result in improved methods to assist in the overall resilience of communities, including vulnerable populations, during a disaster.

ENLA is a countywide network of public and community-based organizations that provide assistance to individuals, families, and organizations following emergencies and disasters. The mission of this network is to enhance the capacity of community and faith-based organizations, governmental agencies, and the private sector for preparedness, response to, and recovery

from disasters in the county. ENLA is the County's designated Voluntary Organization Active in Disasters (VOAD), and is recognized by both Southern California and national VOADs. Additionally, ENLA holds a seat on the Emergency Management Council and is recognized by the County Operational Area and the City of Los Angeles as the networking agency for CBOs. ENLA requires a fiscal sponsor to assist in their financial and administrative functions. CP will provide these services to ENLA, which include accounting services, finance and cash management, human resources, payroll services, and expertise in emergency preparedness and community resilience-related project planning and network management. Additionally, CP has significant experience providing fiscal sponsorship to a wide range of CBOs throughout Los Angeles County.

County Counsel has reviewed and approved the Amendment as to use and this delegated authority action.

If you have any questions or require additional information, please let me know.

JEF:fs  
#2776

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors